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FACULTY SENATE MINUTES

April 13, 1987

1378

ANNOUNCEMENTS

1. Comments from Vice President Martin.
2. Comments from Professor Richard Newell.
3. Introduction of Margaret Curran, UNISA Vice President for Academic Affairs.
4. Possibility of a special meeting to deal with the Professional Sequence.
5. By-Laws of the University Faculty Senate presented and included with these minutes. (See Appendix A).

CALENDAR

6. 440 Recommendation for the 1988 Summer Calendar (Appendix B).
7. 441 Reconsideration of the Structure and Permanent Status of the Panel on Faculty Comment--Lee Nicholas, Committee on Committees. Withdrawn.
8. 442 Curriculum Proposal for the School of HPER--Recommended by the University Committee on Curricula. (Appendix C).

NEW/OLD BUSINESS

9. Report for the Senate Nomination Committee.
10. Report from the Presidential Scholars Committee.
11. Report from the Intercollegiate Athletic Advisory Committee (Appendix D).
12. Report from Tenure and Promotion Committee.
13. Report from Student Academic Appeals Committee.
14. Report from the General Education Committee. (Appendix E).

DOCKET

15. 439 379 Report from Robert Leahy, Registrar, concerning course numbering system for UNI. Report accepted.
16. 440 380 Recommendation for the 1988 Summer Calendar. Schedule accepted.

The Senate was called to order at 3:30 p.m., April 13, 1987, in the Board Room of Gilchrist Hall by Chairperson Boots.

Present: Baum, Boots, Chadney, Duncan, Erickson, Goulet, Intemann, McCormick, Peterson, Romanin, Story, Yoder, Amend (ex-officio).

Alternates: Bozik/Henderson, Brown/Kelly, Sandstrom/Krogmann, Remington/Wood.

Absent: Doody, Glenn, and Hinshaw.

Members of the press were asked to identify themselves. Anne Phillips of the Waterloo Courier and Elizabeth Bingham of the Northern Iowan were in attendance.

ANNOUNCEMENTS

1. Comments from Vice President and Provost Martin.

"The Council of Deans and I met with General Education Committee on April 9 to discuss plans for introducing the new General Education Program in the Fall of 1988. It was a productive session; but, we all need to work conscientiously to insure the success of the new program. The General Education Impact Fund has been established and we expect to authorize recruitment of some new faculty next fall, but without some additional legislative appropriations we probably won't be able to do as much as we would like, and as soon as we would like.

"The Interinstitutional Education Committee has recommended approval of the Master of Philosophy Degree, but the Board Office staff has expressed some concerns. I have discussed these concerns with them and I am guardedly hopeful that it will be approved in April.

"We are planning a reception to honor the Faculty Senate and others on Monday, May 11 at 4:00 p.m. in the Commons. If there should be a Senate meeting, then we would proceed with the reception upon your adjournment."

2. Comments from Professor Richard Newell. Professor Newell announced that the Lieutenant Governor Anderson was here for a meeting on April 1 on an Iowa Peace Institute Program. It appears UNI will have a role to play in the direction of the program.

3. The Chair introduced Margaret Curran, UNISA Vice President for Academic Affairs to the Senate.

4. The Chair asked the Senators to keep time available for the possibility of a May meeting to deal with the professional sequence. The changes in professional education curriculum need to be approved this spring so that other departments with teaching majors can make appropriate adjustments.

5. The Chair presented the By-Laws of the University Faculty Senate and asked for recommendations on distribution.

Remington suggested they be included with the minutes so all of the faculty would receive them and save a special mailing.

CALENDAR

6. 440 Recommendation for the 1988 Summer Calendar.

Chadney/Story moved to docket for this meeting. Motion carried. Docket 380.

7. 441 Reconsideration of the Structure and Permanent Status of the Panel on Faculty Conduct--Lee Nicholas, Committee on Committees. Calendar item was withdrawn.

8. 442 Curriculum Proposal from the School of HPER--recommended by the University Committee on Curricula.

Chadney/Brown moved to docket in regular order. Goulet asked why we were doing this now?

The Chair said because it was a special program and needed to be attended to out of regular curricular order.

Motion carried. Docket 381.

NEW/OLD BUSINESS

9. Story said the Nomination Committee met and unanimously recommends that the current officers serve another term. This would include a shared Vice Chairperson's position by Kelly and Krogmann.

Remington/Goulet moved to accept the slate. Motion passed.

10. Dean Talbott presented the Presidential Scholars Report. He said for Fall 1987 700 applications were sent with 187 returned. Forty-eight students were invited to campus and 15 were selected for the scholarship. Thirteen towns are represented. The current scholars are performing satisfactorily this year.

Remington said he was uncomfortable with the 3.5 grade point requirement. He would like to see it lowered. He is concerned students might take easier courses to maintain their grade point.

Duncan asked if there was any flexibility in the first semester if the first semester falls below 3.5.

Talbott said the students are given the year to average the grade point.

Erickson/Bozik moved to accept the report. Motion carried.

11. Carlin Hageman presented the Intercollegiate Athletic Advisory Report. He said he was available for questions.

Chadney asked about the forms he has received asking for a review of an athlete's academic progress. He wanted to know if the student athletes were aware of the forms and had given their permission for the information to be shared.

Bowlsby said yes, the information received from the forms are reviewed with the students.

Peterson asked if there was a problem with students' rights involved in the use of the forms.

Bowlsby said this is being considered now. Students are informed that their activities will be scrutinized closely because they are athletes.

Chadney suggested that a statement be added to the form which would indicate that the student athlete had given permission for the form to be sent.

Hageman announced that Mary Bernhardt was chosen as an Academic All-American for the second year.

Duncan/Brown moved to accept the report. Motion carried.

12. Intemann reported the Tenure and Promotion Committee had not met this past year as no problems had arisen which the Committee was called upon to address.

13. Story reported the Student Academic Appeals Committee had not met this past year. Again, no appeals had been sent to the Committee.

14. Darrell Davis reported the General Education Committee feels their work will now begin in earnest. He said the Committee will make every effort to support the faculty in curriculum development. He thanked the Senate for their past support. He said some concerns were developing over the numbering of interdepartmental courses but hoped these would soon be worked out.

Story/Peterson moved to accept the report. Motion carried.

DOCKET

15. 439 379 A report from Robert Leahy, Registrar, concerning course numbering system for UNI.

Story/Baum moved to accept the report. The Chair asked Mr. Leahy if he cared to speak to the report.

Leahy said he would answer questions but he had nothing to add.

Vice President Martin said the recommendation on course designation came from the Master Planning Committee. Since then a new catalog and class schedule have been published with more adequate identification.

Vote was called. Motion carried with one abstaining.

16. 440 380 Recommendation for 1988 Summer Calendar.

Bozik/Yoder moved to accept the proposal. Peterson said the Committee looked at public school calendars and the time left in August for a break and decided to stay with the current calendar.

Sandstrom asked if the university really needed two four-week sessions.

Peterson said a survey was done by Academic Affairs two years ago and opinion was strongly in favor of two four-weeks sessions.

Goulet said he didn't see why every course and every program needed to conform to this calendar. He suggested there is a need for flexibility and innovative scheduling.

Vote was called. The motion carried.

Baum/Brown moved to adjourn.

These minutes shall stand approved as published unless corrections or protests are filed with the secretary of the Senate within two weeks of this date, Wednesday, April 22, 1987.

APPENDIX A

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BYLAWS OF THE UNIVERSITY FACULTY SENATE

Adapted November 26, 1973
Amended April 25, 1977,
March 26, 1979, April 9, 1984
and December 8, 1986

UNIVERSITY OF NORTHERN IOWA

1. **POWERS.** The University Faculty Senate shall be the principal representative agency of the university faculty. The Senate shall have power to act for the faculty on all matters in its jurisdiction as defined by the Faculty Constitution (see Faculty Constitution, Article V, Sections 3 and 4).
 - 1.1 **Exceptions.** The Senate shall not have power to amend the Faculty Constitution and the Senate shall not have power, except in emergencies, to set aside a decision of the faculty taken during the current academic year; exercise of such emergency powers shall require a two-thirds vote of the Senate.
2. **MEMBERSHIP.** The University Faculty Senate shall be composed of members elected by and from the voting faculty from each undergraduate college (including academic units which function as a college although otherwise designated), elected by and from the Library Faculty, and elected by and from the non-voting faculty. The number of senators to be elected by the members of each of these units will be determined by the following formula; one senator from each unit of 30 members or fewer, two senators from each unit with fewer than 75 members, three senators from each unit with 75 to 150 members, or four senators from each unit with more than 150 members. Senators elected from the non-voting faculty shall have full rights of debate and motion but no Senate vote.
 - 2.1 **Terms.** Terms shall normally be for three years, with terms of one-third of each group defined in 2 (above) to expire each year.
 - 2.2 **Limitation on terms.** A senator shall serve no more than two consecutive full terms.
 - 2.3 **Alternates.** Senators shall appoint alternates from their elective constituencies and shall notify the secretary of the Senate of the names of such alternates. Alternates normally serve during the term of the senator and exercise the full duties and responsibilities of a senator during those meetings that they substitute for a senator.
 - 2.4 **Vacancies.** In case the absence or the incapacity of a senator should extend beyond a complete semester, or if, in the Senate's judgment, it is likely that it will so extend, the Senate shall declare the office vacant and shall request of the appropriate college or university faculty agency that the position be filled as provided in the Faculty Constitution (Article V, Section 3.3).
 - 2.5 **Member ex officio.** The chairperson of the faculty shall be an ex officio member of the Senate, without vote, but with the privileges of motion, second, and debate. If a senator is elected chairperson of the faculty, he/she must resign as senator.
3. **ORGANIZATION.** At the last meeting of the spring semester, the Senate shall elect, from its elected members, a chairperson and a vice-chairperson to take office at the beginning of the fall semesters. Normally, nominations for the office will be made by a nominating committee composed of outgoing Senate members. However, the Senate may decide in a particular spring semester (by two-thirds majority of members present and voting at a Senate meeting for which this matter has been announced, at least a week previously, as an item of business) to suspend this nominating procedure for the election in question and to substitute, for that election, another nominating procedure that seems more appropriate and/or workable. In any case, the procedure used shall permit nominations to be made from the Senate floor prior to the election. The chairperson of the Senate shall normally designate the Registrar or his/her representative as the secretary of the Senate.
 - 3.1 **Duties of the chairperson.** The chairperson shall perform the following duties:
 - 3.11 Preside at meetings of the Senate.
 - 3.12 Prepare, with the assistance of the secretary of the Senate and the vice-chairperson of the Senate, and subject to the approval of the Senate, the official calendar and docket of Senate meetings.
 - 3.13 Call regular and special meetings of the Senate.
 - 3.14 Prepare and arrange for the distribution of notices of regular and special meetings of the Senate so that the notices are received a minimum of three class days in advance of the meetings (as possible and practicable). Such notices shall normally contain the calendar items and docket items for the meeting.
 - 3.15 Sign requisitions against the budget of the Senate.
 - 3.16 Make decisions on parliamentary and procedural questions in fulfillment of the provisions of these bylaws, subject to approval of a majority of the Senate.
 - 3.17 Maintain liaison, as required, with the UNI Student Association and the officers of administration.
 - 3.18 Transmit to the faculty or to other components of the university or, consistent with Board rules and regulations, the Board of Regents or its committees, actions of the Senate directed thereto.
 - 3.19 Represent to the press and to the public the established policies and positions of the Senate as appropriate.
 - 3.20 Serve, as provided by the Faculty Constitution (Article II, Section 2), as vice-chairperson of the Faculty.
 - 3.2 **Duties of the vice-chairperson.** The vice-chairperson shall perform the following duties:
 - 3.21 Preside, in the absence of the chairperson, at meetings of the Senate.
 - 3.22 Assist in preparing the official calendar and docket of the Senate, in cooperation with the chairperson and secretary of the Senate as required.
 - 3.23 Other duties as the chairperson may request or as may be appropriate in the temporary absence of the chairperson.

- 3.3 Duties of the secretary. The secretary shall perform the following duties:
- 3.31 Take, publish, and distribute to the University Faculty and to the President of the UNI Student Association within one calendar week (as possible and practicable) the minutes of the Senate meetings.
 - 3.32 Assist the chairperson of the Senate, as required, in the preparation and distribution of notices of meetings of the Senate and in the preparation and distribution of the calendar and docket of the Senate as provided in Sections 7.6 and 7.7 of these bylaws.
 - 3.33 Keep the minutes and other official documents of the Senate in a safe and accessible place.
 - 3.34 Furnish to faculty non-members and to officers of the UNI Student Association, on request, pertinent documents of the Senate.
4. MEETINGS. At least one regular meeting of the Senate shall be held each semester.
- 4.1 Call for regular meetings. The time and place of regular meetings shall normally be determined by the chairperson of the Senate, or, in his/her temporary absence, by the vice-chairperson of the Senate.
 - 4.2 Call for special meetings. Special meetings of the Senate may normally be called by the chairperson of the Senate, or, in his/her temporary absence, by the vice-chairperson of the Senate.
 - 4.21 By petition. Upon petition of five current members of the Senate or upon petition of thirty current members of the faculty, normally directed to the chairperson of the Senate, the chairperson of the Senate shall call a meeting of the Senate. The petition, in either case, shall contain a statement of the subject to be considered and the action deemed desirable by the petitioners. Petitioned meetings shall be called by the chairperson as soon as possible and practicable but normally no later than five class days after receipt of the petition by the chairperson. A petition which in the judgment of the chairperson does not meet the above stipulations concerning: (1) number of proper signatures; (2) statement of the subject to be considered; or (3) the action requested, may be returned to the petitioner by the chairperson with a specification of the correct procedure for resubmission.
 - 4.22 On request of an administrative officer. Upon request by the President of the University or of the Vice-President and Provost to the chairperson of the Senate, the chairperson of the Senate may call a special meeting of the Senate. Such request shall contain a statement of the subject to be considered and an indication of the action deemed desirable by the officer of administration.
5. FUNCTIONS. The University Faculty Senate functions within the broad grant of authority delegated to it by the Faculty Constitution as provided above (Section 1). Within that grant of authority, Senate functions may take the following forms: policy formation, integration and coordination, consultation, and adjudication.
- 5.1 The policy formation function. The Senate acts for the faculty in the reception of policy proposals initiated by its members, by faculty non-members, by committees of the Senate or the faculty, by officers of administration, by the student government, or by the non-academic staff. The Senate deliberates and decides upon these matters by majority vote.

- 5.2 The integrative function. The Senate acts for the faculty in developing greater coordination or cooperation between the several components of the university and their constituencies, including the relationships of faculty and administration, faculty and students, faculty and alumni, faculty and public, and consistent with Board procedures, between the faculty and the State Board of Regents and its committees.
 - 5.3 The consultative function. The Senate acts for the faculty in making provision for informal consultation with the officers of administration, including the academic deans, but particularly with the President of the university and the Vice-President and Provost. While the Senate encourages these officers of administration to present resolutions to be placed on the calendar and docketed for consideration in the normal order of business, the Senate recognizes that some problems are too diffuse, tentative, or delicate to lend themselves to such treatment and therefore makes provision in its procedures for timely consultation and advice.
 - 5.4 The adjudicatory function. The Senate shall act as an appeal body in case of a disputed interpretation of the Faculty Constitution as provided in the Faculty Constitution, Article VI, Section 5. The Senate shall act as an appeal body in case of an alleged violation of a provision of the Faculty Constitution as provided in the Faculty Constitution. Article VI, Section 6.
6. COMMITTEES OF THE SENATE AND THE FACULTY. Except when otherwise directed by the faculty, all standing committees of the faculty and all ad hoc faculty committees shall report to and be accountable to the Senate (see Faculty Constitution, Article V, Sections 3.9 and 4).
- 6.1 Accountability. Committees of the faculty which normally report to the Senate shall be accountable to the Senate as the faculty's delegate. The Senate may schedule regular or special reports from its committees; it may approve reports in part or as a whole; it may amend them; it may return them to the committee for revision or for additional information and recommendations.
 - 6.2 Committees of the Senate. The Senate shall have the power to create, charge, and discharge committees, standing and ad hoc, accountable to it; the Senate may schedule regular or special reports from its committees; it may approve such reports in part or as a whole; it may amend them; it may return them to the committee for revision or for additional information or recommendations.
 - 6.21 Delegation of Senate authority to Senate committees. The Senate may, by majority vote, delegate to any of its committees the power to decide and act upon a problem subject to subsequent Senate review (see Faculty Constitution, Article V, Section 3.10).
 - 6.3 Committee reports: Form. The Senate requests committees reporting to it to present their reports according to a schedule furnished by the chairperson of the Senate. Recommendations for specific action by a committee should be transmitted immediately to the chairperson for calendaring. Since the Senate is not principally a fact-finding body, the Senate requests committees to present with their reports and/or recommendations whatever information and documentation may be necessary to allow the Senate economically to deliberate upon the committee's recommendation.
 - 6.4 Committee reports: Procedures. Committee reports, as they are received by the chairperson, will be placed on the calendar of the Senate, normally in the order of their reception. Those reports that the Senate wishes to discuss or which appear to require Senate action will be moved to the docket following the procedures set forth below.

6.5 Committee review. The Committee on Committees shall, in its annual report, recommend to the Senate the discharge of any standing or ad hoc committees (except for standing committees established by the Faculty Constitution) which in its judgment have become superfluous.

7. PROCEDURES OF THE SENATE. Except as provided by these bylaws or by the Faculty Constitution, Robert's Rules of Order (latest revision) shall be the parliamentary guide for the conduct of Senate business.

7.1 Quorum. The presence of one-half of the elected members of the Senate or their alternates shall constitute a quorum.

7.2 Faculty review of Senate action. Action taken by the Senate shall become effective fifteen days after publication of the action in the minutes of the Senate. Within this period, any action of the Senate, upon petition of thirty faculty members, shall be referred to the faculty for review and the decision of the faculty shall be final.

7.3 How matters may come to the Senate. A matter may come to the Senate for consideration by being brought up by a member of the Senate or the faculty according to the procedural provisions set forth below; it may be referred to the Senate by an officer of administration; it may be communicated to the chairperson of the Senate by any senator, faculty member or group, student, or non-academic staff member. Any person or persons in the university community may address a petition to the Senate on any matter within the Senate's jurisdiction by presenting the petition in writing to the chairperson of the Senate and the chairperson shall cause the petition to be entered on the calendar of the Senate. The Senate requests that such petitions be accompanied by information or documentation that may assist the Senate in making a determination on the matter petitioned and that the petition clearly state what action the petitioner(s) desire(s) the Senate to take.

7.4 Order of business. The order of business in each meeting of the Senate shall be as follows:

7.41 Call to order.

7.42 If required, consideration of challenges to the minutes.

7.43 Consideration of calendar items for docketing (motions under discussion at the time of adjournment of a meeting shall be automatically entered at the head of the docket at the next regular meeting).

7.44 New business

7.441 Urgent business may be docketed for immediate consideration by a two-thirds vote of the senators present.

7.442 Other new business, once moved and seconded, may be docketed in regular order by majority vote of the senators present.

7.443 Senators may at any time, submit a written motion to the chairperson of the Senate (with a copy to the secretary of the Senate) and it shall be entered on the calendar.

7.444 The annual report of the University Curriculum Committee will normally be handled as a special item following consideration of the calendar and preceding the items of the regular docket.

7.45 Consideration of docketed items in numerical order.

7.46 Adjournment.

7.5 Form of Senate resolutions. Except for business introduced under the provisions of 7.44 (above), the individual or group desiring Senate consideration of an issue shall put the issue in the form of a resolution signed by the petitioner and file the document with the chairperson of the Senate. The chairperson shall delegate the responsibility of preparing copies of the resolution, together with all supporting documents, to the secretary or his/her designee, who will then furnish each senator with a complete file along with an agenda and the calendar forms. The resolution should present such facts as are needed to establish the importance of the problem and to indicate its present status and should close with the standard phrase, "Therefore, be it resolved . . ." or some other form of specific proposal in which the petitioner shall clearly indicate the kind of action he/she deems advisable.

7.6 Preparation of calendar and docket. The chairperson of the Senate shall place the resolution by title, source, and number on the calendar of the Senate. The items then on the Senate docket shall be listed by title and number. The chairperson of the Senate shall be principally responsible for seeing to it that the complete calendar and docket of the Senate, up to date, is regularly available to senators and the faculty through an appropriate regular communication. Supporting documents shall be available for inspection by any faculty member or officer of student government on request to the secretary of the Senate.

7.7 Calendar to docket. At the opening of each meeting, before new business is called for, the Senate shall dispose of the items on the calendar.

By majority vote the Senate shall decide:

- (1) to place the resolution at the head of the docket.
- (2) to docket the resolution in regular order.
- (3) to docket the resolution because of special circumstances for (date) and to notify the sender(s).
- (4) to refer the resolution to a standing committee.
- (5) to refer the resolution to an appropriate officer of administration.
- (6) to refer the resolution to ad hoc committee.
- (7) to return the resolution to the petitioner with a request that it be resubmitted in the form of a specific proposal for Senate action.
- (8) to return the resolution to the petitioner with a request that additional/supporting evidence or documentation be attached.
- (9) to return to the sender because of a Senate decision not to enter the item on the docket at this time.
- (10) to make some other procedural disposition of the item.

The secretary of the Senate (or his/her designee) shall tag each resolution together with any supporting documents with a calendar sheet containing the title of the document to be presented and the following form:

UNIVERSITY OF NORTHERN IOWA FACULTY SENATE

Calendar Number _____ Docket Number _____
Title: _____

Standard Motions

1. Place at head of the docket, out of regular order.
2. Docket in regular order.
3. Docket because of special circumstances for _____ and notify sender(s).
4. Refer to (standing committee) _____.
5. Refer to (administrative officer) _____.
6. Refer to (ad hoc committee) _____.
7. Return to petitioner with request for a more specific proposal.
8. Return to petitioner with request for additional information and documentation.
9. Return to petitioner because of decision not to docket at this time.
10. Other procedural disposition _____.

Members of the Senate may move one of the standard motions on the form in order to transfer the item from the calendar to the docket, although they may move some other procedural disposition if they choose. While items on the docket will normally be considered by the Senate in the order docketed, upon request of a senator, with approval of the majority of the Senate, a change may be made in the order of consideration.

- 7.8 Rights of faculty non-members. Members of the faculty are welcome to attend Senate meetings, except for executive sessions. Faculty visitors have the right to be heard on issues before the Senate and are encouraged to exercise that right; senators shall have priority to the floor.
- 7.9 Students. Students, including representatives of the UNI Student Association and student press, are welcome to attend meetings of the Senate, except for executive sessions.
- 7.10 The public. Meetings of the Senate, except for executive sessions, shall be open to the public, including the press. Space considerations may limit the application of this provision.
- 7.11 Voting. Action by the Senate shall be determined by voice vote, division, written ballot, or roll call.
 - 7.111 Forms. In case of doubt by the presiding officer or upon call by a senator, the Senate shall divide. A written ballot may be ordered by majority vote of the Senate. Upon request of four members of the Senate, the secretary of the Senate shall call the roll of the membership in alphabetical order and record the Aye and No vote on each member.
 - 7.112 Representation of the voting faculty. When the Senate acts representatively on those matters which comprise the distinctive functions of the voting faculty (see Faculty Constitution, Article IV, Section 4) privilege of motion, second, and debate shall be afforded all members of the Senate, but votes shall be cast only by those elected senators or alternates who are current members of the voting faculty.

- 7.12 Executive sessions. An executive session of the Senate is a meeting or a portion of a meeting the proceedings of which are secret. Only Senators, their duly selected alternates, or others whom the Senate may by majority vote invite shall be permitted to remain in the meeting room.
 - 7.121 Executive sessions: authorization. The chairperson shall declare the Senate to be in executive session when the Senate, by a two-thirds vote, authorizes such a session.
 - 7.122 Executive sessions: subjects. The business of the Senate is normally conducted in open and public session. An executive session will be authorized only when compelling reasons lead the Senate to believe that the matters to be discussed, if publicly disclosed, would do serious and perhaps irreparable harm to individuals or to the university.
 - 7.123 Executive sessions: motions. During an executive session the only motion in order is a motion to rise from executive session. When made and voted upon, if the motion carries, the Senate finds itself sitting in ordinary session.
- 7.13 Consultative sessions. When an officer of administration wishes to report to the Senate or to ask the advice of the Senate on a matter of the sort described above (Section 5.3), the Senate, by majority vote, may authorize a consultative session. Alternately, the Senate may wish to hear a report from an officer of administration on a matter of joint concern; in this case a senator may move to invite the appropriate officer(s) of administration to counsel with the Senate.
 - 7.131 Initiation. Either the administrative officer desiring a consultative session informs the chairperson of the Senate or alternately, the chairperson of the Senate, majority approval of the Senate having been recorded, shall transmit an invitation to the appropriate administrator(s). In either case, the matter shall be placed on the docket, as for example, "Consultative to the President on"
 - 7.132 Procedure. During the consultative session, the administrative officer normally presents opening remarks and then leads the ensuing discussion. The consultative session may be terminated by the officer of administration or by the chairperson of the Senate when either feels that the session has accomplished its purpose. During a consultative session, the only motion in order is the motion to rise from consultative session. When made and voted upon, if the motion carries, the Senate finds itself sitting in ordinary session.
8. AMENDMENT. These bylaws may be amended by a two-thirds vote of the Senate provided that a notice containing the text of the proposed amendment is sent to the Senate membership at least five class days in advance of the meeting at which the amendment is considered; no amendment not in conformity with the requirement of the faculty constitution shall be in order.
9. ADOPTION. These bylaws shall become effective immediately upon their adoption by a two-thirds vote of the Senate, and these bylaws shall, in case of actual or apparent conflict, take precedence over the provisions of the current Policies and Procedures Manual as they apply to the Senate.

APPENDIX B



University of Northern Iowa
Office of Academic Affairs

Cedar Falls, Iowa 50614
Telephone (319) 273-2517

TO: Members of the Faculty Senate

FROM: Summer School Calendar Committee
Pat Gendemann, Jim Kelly, Gerald Peterson, Donna Thompson

DATE: March 17, 1987

RE: 1988 Summer Calendar

The committee recommends the following calendar for approval:

Registration: Monday, June 6
Instruction Begins: Tuesday, June 7
End of 1st 4 Weeks: Friday, July 1 (19 days)
Begin 2nd 4 Weeks: Tuesday, July 5*
End of Session: Friday, July 29 (18 or 19 days)

*If this is designated a university holiday, classes would begin on Wednesday, July 6.

Explanation:

The above proposal follows the same pattern as in previous years. If approved, it would mean that we start a week earlier than both the University of Iowa and Iowa State University. The committee considered this factor, but preferred the earlier start to allow for a reasonable break between the end of summer school and fall semester orientation/registration, which will be August 18 and 19, 1988, with classes beginning on August 22. To follow the pattern of the other universities would leave only 1 1/2 weeks in between. A 1988 calendar follows for your information.

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Faculty Senate
March 17, 1987
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Iowa State University will start fall 1988 classes on August 24. The University of Iowa does not have a fall 1988 calendar yet.

Another consideration was public school dismissal dates. A survey of schools found the following:

Last Day of School 1988

Price Laboratory School	—	Friday, May 27 (tentative)
Burlington	—	Tuesday, May 31
Cedar Falls	—	Wednesday, June 1
Dike	—	Wednesday, June 1
Vinton	—	Wednesday, June 1
Hudson	—	Thursday, June 2
Independence	—	Thursday, June 2 (tentative)
Cedar Rapids	—	Friday, June 3
Marshalltown	—	Friday, June 3
Mason City	—	Friday, June 3
Mount Pleasant	—	Friday, June 3
Spencer	—	Friday, June 3
Waterloo	—	Friday, June 3
Des Moines	—	Friday, June 3
Ames	—	Wednesday, June 8
Dubuque	—	Wednesday, June 8
Fort Dodge	—	Thursday, June 9
Ottumwa	—	Thursday, June 9
Iowa City	—	Wednesday, June 15

It is reasonable to generalize that the overwhelming majority of small schools will be dismissed by June 3. The large schools traditionally have run later, and most of these also will be done by June 3 as noted above. We could well be subject to criticism from teachers in the districts which run later. I would hope that accommodations could be made for these individuals.

The committee tried to meet the needs of the greatest numbers, including the 70-80% of the summer school population which typically is undergraduate.

PLG:dw



University of Northern Iowa
Office of Academic Affairs

Cedar Falls, Iowa 50614
Telephone (319) 273-2517

APPENDIX C

Catalog
page

SCHOOL OF HPER SPECIAL REQUEST

-1-

TO: Members of the Faculty Senate

FROM: University Committee on Curricula
Patricia L. Geadelmann, Chair *PLG*

DATE: April 9, 1987

RE: School of HPER Curriculum Proposal

The UCC has approved the attached curriculum proposal from the School of HPER and recommends it to the Senate for approval. The UCC agreed to consider this proposal out of sequence to enable the School of HPER to implement the program in the Fall of 1987.

The University of Northern Iowa was invited by American Humanics, Inc. to become the designated (and only) institution in the state to offer this program. The proposal essentially is a restatement of the current Community Recreation Major by adding a new emphasis area in Youth Agency Administration. This will prepare students for positions with non-profit youth organizations.

PLG:cv

Attachment

SCHOOL OF HEALTH, PHYSICAL EDUCATION AND RECREATION

- 43:1 New course. Management of Non-Profit Agencies -- 3 hrs.
Principles, problems and practices of administration for non-profit youth serving agencies. Prerequisite: one of the following-- 15:153, 18:119, 40:157, 40:158, or equivalent.
- 43:1 New course. Financial Administration For Non-Profit Agencies -- 3 hrs.
Theory and practice of budget development and control in non-profit youth serving agencies. Prerequisite: 12:030.
- 43:1 New course. Volunteerism and the Management of Volunteers -- 3 hrs.
Role and management of volunteers in non-profit youth serving agencies.
- 43:1 New course. Fund Raising for Non-Profit Organizations -- 3 hrs.
Theory and practice of fund-raising techniques utilized by non-profit youth serving agencies.

78 COMMUNITY RECREATION MAJOR (restatement of major--add new area)

--Revise electives statement to read:

Electives: 12 hours from one of the nine areas listed below.....12 hours

--Add the following new area:

Youth Agency Administration--
Recreation: 43:1___; 43:1___; 43:1___; 43:1___.

(All other statements and requirements remain the same.)

February 1987



University of Northern Iowa

Department of Communicative Disorders

To: UNI Faculty Senate
Vice President for Administration and Finance
UNI Professional and Scientific Council
UNI Student Association

Communication Arts Center
Cedar Falls, Iowa 50614-0366
Telephone (319) 273-2466

Speech and Hearing Clinic
Telephone (319) 273-2542

From: Intercollegiate Athletic Advisory Council *CA*

Date: April 10, 1987

Re: Annual Report from the Intercollegiate Athletic Advisory Council

The Intercollegiate Athletic Advisory Council (IAAC) has completed its third year as an advisory board to the UNI Department of Athletics. The council includes representation from the student body, the community, P & S staff, administrative staff and the faculty.

The IAAC strives to:

- oversee all aspects of UNI's intercollegiate athletic program as it relates to the academic quality and integrity of the institution.
- promote the development of a competitive intercollegiate program which reflects favorably on the institution.

Agenda items considered during the 1986-87 academic year include:

- Continued review and evaluation of the drug education program for UNI student-athletes.

Disposition: Clarification of Athletic Department policy with regard to drug and substance abuse and drug education was provided by Bob Bowlsby to the University Senate in November 1986. At the present time, the IAAC is satisfied with the drug education program and pleased with the cooperation of the Athletic Department in our efforts to monitor the program.

- Review of the academic progress and achievement of student athletes.

Findings: The graduation rate of student athletes who entered during 1980-81 academic year was 53.3% (computed according to NCAA procedures which excludes athletes in good academic standing who transferred to other institutions and counted only those student athletes who graduated within five years) compared to the 39.4% (which includes all entering freshman and does not take into account students who transfer) rate for all students. Other data were reviewed as well. In addition, Mary Bernhardt, Women's Volleyball, was selected for the second consecutive year as a College Sports Information Directors Association Academic All-American. The IAAC was generally pleased with the academic progress that UNI's student athletes were making.

APPENDIX D

- Review of the Athletic Department's policy concerning serious misconduct on the part of a student athlete.

Findings: The Athletic Department did not have a formal policy for dealing with this problem. The IAAC recommended to Bob Bowlsby that a policy be drafted. At the March 1987 meeting he presented a draft policy which proposed procedural guidelines for action when there is serious misconduct on the part of a student athlete. The policy emphasizes that participation in athletics is a privilege which is subject to review by the Head Coach (primarily), the Intercollegiate Athletic Management Team and the IAAC when the matter may affect the image of the University. A final proposal is expected this spring.

- Review of the Athletic Department's budget.
- Definition of terms of office for current IAAC members to establish a regular rotation of council membership.

Results: The terms of office will be staggered with the following schedule. No member is eligible for re-election or re-appointment.

NAME	TERM EXPIRES
Robert Leahy	1988
James Staapp	1988
Patrick Wilkinson	1988
Bruce Anderson	1989
Carlin Hageman	1989
Richard Strub	1989
Judy Thielen	1989
James Burrow	1990
David Whitsett	1990
Jack Wilkinson	1990
Junean Witham	1990

Members of the Council include:

Bruce Anderson, Community Alumni Representative
James Burrow, Faculty
Carlin Hageman, Faculty
Robert Leahy, Administration
Lisa Pilfner, Student
James Staapp, Professional and Scientific
Richard Strub, Faculty
Judy Thielen, Professional and Scientific
Brian Thompson, Student
David Whitsett, Faculty
Jack Wilkinson, Faculty
Patrick Wilkinson, Faculty
Junean Witham, Community Presidential Appointee
Robert Bowlsby, Athletic Director (nonvoting)
Dixon Riggs, NCAA Faculty Representative (nonvoting)
William Thrall, Director of HPER (nonvoting)



University of Northern Iowa
School of Business

Assistant Dean
Coordinator of Graduate Programs
335 Seerley Hall
Cedar Falls, Iowa 50614
Telephone (319) 273-6243

March 24, 1987

Professor Myra Boots, Chair
University Faculty Senate
Department of Communicative Disorders
University of Northern Iowa 0356

Dear Professor Boots:

The University General Education Committee appreciates the opportunity to make the following report to the University Faculty Senate:

1. The new general education program which the faculty of this university created has been approved by the faculty. The approval of the program was due to a very significant degree to the support the program received from the Senate and Vice President Martin and to the sincere interest and efforts of many faculty who developed proposals, advocated a variety of program structures and formats, and are now working on preparations to deliver courses in the program.

It is possibly true that the structure and content of the approved program are insignificant in comparison to the changes which resulted from 1) the evaluation of current offerings and 2) the reconsideration of what is "possible and better" that occurred during the program proposal development period. There may be weaknesses in the newly approved program which will require changes, perhaps significant changes. But many faculty have ventured to try a new approach to offering material to students and have grown as faculty members in the processes involved in developing these new approaches and new ways of packaging related course content. Many of the growth experiences involved new and renewed cooperation across college and department boundaries. The basic program structure which was approved is substantial enough to withstand modifications where and when necessary. With conscientious "gate-keeping" by a committee resolved to evaluate future proposals in the light of the philosophy and rationale statements which are part of the approved proposal and resolved to keep in mind the best interests of students, the foundation for a program which will evolve without losing its integrity has been adopted.

BUT.... There does not exist a general education program that is good or bad because of its structure or content alone. The most significant elements in any program are the students and the faculty. The university's recent efforts to assure that it is perceived to be a quality institution with quality programs by the establishment of rigorous, but fair, admissions standards certainly addresses the student side of the most significant elements in a quality program. However, there must be some attention given to the faculty element. That leads to the second item in this report.

2. The General Education Committee was directed by the Senate to meet periodically with the Vice President of Academic Affairs, the college deans, and others to nurture the program. By the time this report is received by the Senate, the Committee will have held the first such meeting and, hopefully, will have established with the Vice President and deans an agenda for continuous attention to the program and the needs of faculty who teach in the program.

If with the implementation of the new program there comes explicit and noticeable recognition that general education and the faculty who teach in it are basic and fundamental to the mission of the university, the program will thrive. If, however, the emphasis returns primarily or exclusively to the contributions faculty make to courses required of majors and publications in refereed journals without at least significant recognition for leadership in general education course development and presentation, the program will languish. And as older faculty who are dedicated to general education in spite of the lack of recognition retire, the program will die because good new faculty will correctly see where the recognition and rewards are and abandon general education.

This should not and need not happen. The present General Education Committee is committed to working with Vice President Martin and the college deans to do whatever is possible and necessary to nurture general education at UNI. President Curris and Vice President Martin have already demonstrated a commitment by making available funds specifically for the support of general education course development.

This and future General Education Committees must broaden their perspective on the role of the Committee to include much more than receiving and approving proposals for more courses to be added to the program. That role should continue to be important, but not more important than searching for ways to encourage continued creativity in course content and presentations and ways to elevate the general education program and the good faculty who teach courses in the program to the respected positions they deserve. The Committee should now be in a position to move from dealing with approving or not approving proposals related to the content of the program to a more totally positive mode of operations where its efforts will be almost completely devoted to advocating for faculty and students those things which will make the program meaningful for students and fulfilling for faculty. A part of this effort

Perhaps this document is more sermon than report. If it conveys to the Senate an understanding that the General Education Committee is committed to a continuing effort to advocate in every appropriate forum those things which will enhance the experiences UHI undergraduates have in our general education program, it has accomplished its purpose. Our job just started with the approval of the new program.

Sincerely,

Darrel W. Davis, Chairman
University General Education Committee